Welcome to AccessVU - The Vanderbilt Account Registration System			
VUnetID:			
Access Code:			
Submit Code Cancel			

Screen 1 – MAC Account Claim

To claim your MAC account your VUnet Services Administrator (VSA) must first provide you with your VUnetID and Access Code. To begin enter:

- VUnetID
- Access Code
- Click on, "Submit Code"

Vanderbilt MAC Account

L. In	troduction
The soc	mission of Vanderbill University is to be a center of addraing research, informed and creative teaching, and service to the community, and even and even of the service service of the highest teaching of the service of the service of the service service of the service of the service se
To a net van Acco	Indexe di mission de university applies substantial francial and personnel assets inversi opensing a missio, avaitable, and secure onoi company particular. The mass adoption of opplies that denoise the companies that applies commany, means and applies and the secure of the commany denoise that applies that commany denoises and applies and the secure of the commany denoise that applies the secure of the commany denoises and the secure of the commany denoise that applies that appl
The Van Sen	guiding purpose of the AUP is to ensure that the university's information technology resources are used to promote the core mission of derbit in exicuation, research and scholarnate, patient care, and service, either directly or through the various administrative entities and ices that mains underbits com mission. To hall end, the pacing has the following gualit:
8	Pirst and foremost, that information technology resources are used for their intended purposes, that the use of intermation technology resources is consistent with the principles and values that govern use of other university facilities enrices; and
	.mathe integrity, relativity, availability and pentirmance of information technology resources are protected
1.3	Scope and in worker to all Vendenbill Vendenbill beings to do and a before an other second dura all Vendenbills underswitch being dura. "
resi lear inte app com an e	sores where robusing controls or shares there done or extension. If agries to a compare set communication there is a top control, or controls or the shares there is the sore of the shares the sore of the sore of the shares. There is the sore of the shares the shares is the shares is a sore of the shares of t
ш,	Policies
1	. Privacy, Integrity and Operational Security
	me pinacy of all users and the integrity and operational security of variaterists immittation technology system must be expected by all inderbitts if recourses must not used by anyone to gain or attempts to gain usadetrustat occess to pinate information, even if hall information is not securely protected or is often used by anyone. The fact that an individual account and its data may be unprotected does no other either an efficial or legal information access it.
	 Investigations of misure, unsubmitted use, or itegal adult, compliance with Indexis. Usite or local laws or regulations, as well as motion or emerging materiances of the TT system, may make observation of electronic information to be appropriate and autocar- unismestry officiance, motives environmentation and an autocarum of the propriate scalar patient and autocarum of the statementation of the statement of the statementation and autocarum of the statement and autocarum of the statementation of the statement of the statementation of the statement and autocarum of the statement electronic data and autocarum of the statementation of the statementation of the statement and autocarum of the statementation of the statementation of the statement of the statementation of the statement and the statement electronic data and autocarum of the statementation of the
	 Unauthorized access to physic information constitutes a volation of this policy, and may result in disciplinary actions under the Farable Narraul: Blacket Handbook, HR policies, or other applicable policy statements, likelation of this principle may also constitut volation of table or Noteral law.
1	k. Use less of Vanderbilts network computing and electronic communications initiastructure comes with certain responsibilities and obligations.
	 clearing case Tennesses and federal laws provide for civil and oriminal penalties for valuations of the law of systems use Examples of instanda address include, for an end immedite, extendiors includes a clearing of the law of systems and examples. It instands company of cosprighter materials and the transportation of cospece materials provide size in each rouge of standard technolic company of cosprighter materials and the transportation of cospece materials provide and each of standard technolic company of cosprighter materials and the transportation of cospece materials provides.
	 Violations of Institutional Policies Variational University ascence departments, clinical sparators, and administrative areas maintain porces that govern and info suri dayst-day lives in the conduct of our Vandentitil experience Ary use of Vandentiti network computing assets that valuates sertiarate and extinment in orders in conductation.
	 Wearon of Student Honer and Conduct Codes Vanderiki University maintains high standards for its students and various codes and policies govern and inform a students day- day. If is its indicated at the "vandersit experience Students are prohibited form using the Vandersiti externit computing as the students."
	for adMiles that violate the conduct code, the honor code, or other policies and regulations delineated by The Student Handbook.
	1. Underskill Consistentie Manihere
	Members of the Vanderbill commanity possess a great personal responsibility to themselves and to other commanity members to
	utica liconiziogi vinte martaneng her fibucari responsiones. Trese responsionnes nouce, sut are not immettic a. Being responsible firm security of anali secrenal information b. Protecting personal and private information of others
	c. Taking care to minimize risks of various undesirable events, such as disclosure of sensitive personal information, identify theft, and even threads to personal safety when using Vanderbilt information technology assets.
	 Mormation Technology Tradessineah Vanifestiff Tradessineah Vanifestiff Tradessineah vanifestiff Tradessineah vanifestiff Tradessineah vanifestiff Tradessineah vanifestiff Tradessineah vanifestiff Tradessineah vanifestiff Tradessineah vanifestiff Tradessineah vanifestiff Tradessineah vanifestiff Tradessineah vanifestiff Tradessineah vanifestiff Tradessineah vanifestiff vanifestif vanifestif
	 Presenting confidentiality Protecting data and information integrity Establishing and materialize availability of information systems
	4. Educating those around their about IT and social risks related to information systems e. Enhancing and materialising technical skills 1. Demonstrating an understanding of the awas they serve
١.,	h Intelligibut Proceeding
	n memoun regenze the head of an existence or research endeavor resides the concept of intellectual property. Al cognity/their internation flexi, images, ico regizmu, vice, audo, etc. Internet from computer or network resources must be used in compliance with applicable cognity than dith as Coglier dimitral must be property internet Plaquesmore digate thermation is subject for against a particip tradement by other media. Acquiring or charing cognity/field materials without obtaining the appropriate locenses or permissions may be unitawite.
10 10 10 10 10 10 10 10 10 10 10 10 10 1	Endications of Unitrations of Unitrative Recordings, Performance, Text or Video With the availability of two cost commans, manif phones, and commance existences. As a possible for sometime to adjuster video, which it may be availed as a set of the more vision statisticant without the nonineinge or comment of adjusters instandardit extensis computing as an available.
	- Rept Coge and sequence for upget and investments prevance. In the sequence of the
	Locally Specific Patients Hosting Locally Specific Patients Hosting Local and Hosting Hosting Patients in the Comparison of the Specific Accument Index Specific Hosting Local and Hosting Hosting Hosting Patients and Hosting Patients And Hosting Patients Hosting Local and Applications are related in the Specific Accument Index Specific Hosting Local and Hosting Hosting Patients Accuments and Hosting Patients Accuments Hosting Local and Hosting Hosting Patients Accuments and Hosting Patients Hosting Local and Accuments and Hosting Hosting Patients Accuments Hosting Local Accuments Accuments Accuments Hosting Local Accuments Hosting Accument Hosting Accument Hos
IV.	Disclosures
	. In metters of the vanderabilities can annual we give noted the path, while of the path and a subject to the test association of the test association of the subject to the test association of the subject to the test association of the test
p	Confly that I have read Vandethil University's policy on computer privileges and responsibilities and Lagree to abide by this policy.
	When Cancel
0-	

I certify that I have read Vanderbilt University's policy on computer privileges and responsibilities and I agree to abide by this policy.
Continue Cancel

Screen 2 – MAC Account Claim (Acceptable Use Policy)

All Vanderbilt VUnetID account users must accept the Acceptable Use Policy. Read the policy, if you accept:

- At the bottom of the page click in the checkbox beside, "I certify that I have read Vanderbilt University's policy on computer privileges and responsibilities and I agree to abide by this policy."
- Click on, "Continue"

Welcome to AccessVU - The Vanderbilt University Account Registration System					
You will create your E-Password in the next step. But first, we will set up password recovery questions.					
Password recovery questions and answers give you a way to create a new password if you forget your existing one. Please provide answers to three of the questions below, then click Continue.					
Question	Answer				
What is the name of the teacher who had the most impact on you?					
What was the full name of your best friend in elementary school?					
What was your first "real" job?					
What was your first pet's name?					
What was the first vehicle you drove?					
What is your most memorable childhood street name?					
Continue Cancel					

Screen 3 – MAC Account Claim (Recovery Questions)

- Answer any three questions
 - **NOTE:** If more than three questions are answered only the first three will be used for password recovery.
- Answers are not case-sensitive
 - When answering security questions the answer will be accepted as, "Test Answer" or "test answer"
- Click, "Continue" when the three preferred questions have been answered

ake care to select a pass	vord that you can remember. Do no	t share your passwo	rd with anyone.	
Password Criteria:				
 Must contain at least Must contain characte Lower Case L Upper Case L Numbers: 01: Special Chara Must be different from Cannot match any of Cannot contain three Cannot contain the VI 	eight (8) and at most sixteen (16) chains rs from at least three (3) of the follow etters: abcdefghijklmnopgrst etters: ABCDEFGHIJKLMNOPQRST 23456789 cters: ~!@#S%^&*()_+-=;./[]; your current ePassword, your current ePassword, your ten (10) previous ePasswords. (3) consecutive characters from the V InetID in reverse.	racters. ing character sets: uvwxyz UVWXYZ ()><, ./? UnetID.		
InetID Iter Password	*			

Screen 4 – MAC Account Claim (Create ePassword)

Create a password based on the following criteria:

- Must contain at least eight (8) and at most sixteen (16) characters
- Must contain characters from **at least three (3)** of the following character sets:
 - o Lower Case Letters: abcdefghijklmnopqrstuvwxyz
 - Upper Case Letters: ABCDEFGHIJKLMNOPQRSTUVWXYZ
 - o *Numbers*: 0123456789
 - Special Characters: ~!@#\$%^&*() +-=;./[]{}><,./?

Create your ePassword:

- Enter your Password
- Confirm your Password
- Click on, "Continue"

Welcome to AccessVU - The Vanderbilt Account Registration System					
Your Vanderbilt services have been activated. Use the VUnetID below and your ePassword to access your services.					
Account related email from Vanderbilt will be sent to the following address: Email:					
*** Your account has been marked for pending student or employee affiliation. ***					
You are almost done setting up your Vanderbilt account! Please continue to the Identity Confirmation Tool to complete the setup process.					
If you are presented with the Identity Confirmation option you must continue to the next screens in order to complete your account creation.					
Screen 5 – MAC Account Claim (Confirmation Screen)					

STOP!

Take a moment and note the information provided:

- VUnetID This is your username to access many Vanderbilt systems
- Email If you were granted a Vanderbilt email address it will be noted here
- Proceed to the Identify Confirmation Tool (See Additional Directions Below) If this link is available to you the
 administrator requires that you proceed to the next step and provide your Date of Birth (DOB) and Social
 Security Number (SSN); this is not required for all accounts

NOTE: An email will be sent to you with:

- VUnetID
- ePassword Recovery Link
- Vanderbilt Email Address

My screen doesn't look like this?

- No Email The administrator who created your account did not provide you with a Vanderbilt email address. If you believe this is an error contact the user who sent you the invitation email (item 3 in the Sample Invitation Email).
- No Identity Confirmation Tool If the option to provide Identity information is not available your administrator did not require the information. If you believe this is an error contact the user who sent you the invitation email (item 3 in the Sample Invitation Email).

Proceed to the Identify Confirmation

If this option is present you must proceed to the identity confirmation tool in order to finalize your account. There is an approximately sixty (60) second lag between the time you create your account and the time it takes for the identity confirmation tool to process your data.

Vanderbilt MAC Account



Identity Confirmation Tool – Login Page

Using your VUnetID and ePassword (screen 7) login to the Identity Confirmation Tool.

• **NOTE** – There is an approximately sixty (60) second lag, between the time you create your account and the time it takes for the identity confirmation tool to process your data.

Enter Identity Information				
Welcome	. Please enter your Identity information.			
Enter First Name*:				
Enter Middle Name:				
Enter Last Name*:				
Enter SSN*:				
Enter Date Of Birth*:				
	Submit Cancel			

Identity Management – Screen 1

Once you are successfully logged in enter your PII information. You must enter all of the following data:

- First Name Full legal first name
- Middle Name Full legal middle name
- Last Name Full legal last name
- SSN Full social security number; must be entered as a single string of digits
 - *Example*: 123456789
- Date of Birth Full date of birth; must be entered as MM/DD/YYYY
 - *Example*: 01/01/1900

When complete click on, "Confirm"

Enter Identity Information				
Please confirm the below request:				
Previous First Name:				
Previous Middle Name:				
Previous Last Name:				
New Changes				
First Name:				
Middle Name:				
Last Name:				
SSN:				
Date Of Birth:				
Confirm Cancel				
Please note that upon successful saving the Identity information, you will be logged out of the tool.				
Identity Management – Screen 2				

On Screen 2 you will be presented with a confirmation screen. Double check and ensure that all information is entered is correct. When you are certain that the information is correct click on, "**Confirm**".

After you have confirmed your information you will be presented with a logout screen. At this point your account creation process is complete and you need take no further action.